Change Network Roundtable
August 25, 2016

Today
3:00-3:45 pm*
Kissam Multi-Purpose Room, C210

Next Change Network Roundtable
Thursday, September 29, 2016  3:00-4:00 pm
Kissam Multi-Purpose Room, C210

*Ending early today to allow for travel time to Fall Faculty Assembly
Agenda

• Welcome

• 3:00-3:10 – SkyVU Project Updates

• 3:10-3:35 – Meet the Experts: The Chart of Accounts

• 3:35-3:45 – Change Champions Updates:
  o What are you hearing?
  o Open dialogue/ Outstanding questions

• 3:45 – Wrap Up/ Close
Introductions & Goals for Today’s Roundtable
## Project Updates

### COA/Org. Structure
- Through our Business Partners and CHRP members, we are in final stages of the COA/Org. Structure transformation
- Expected benefits: Less maintenance, more flexibility, better reporting capabilities

### Financial Processes
- Assessment of chargeable services launched (Form 1180)

### eMarketplace
- In final stages of selecting eMarketplace vendor with substantial functionality improvements (e.g., real-time pricing)
- Note: Our vendors will not change!
SkyVU project blog introduced July 25, 2016 via MyVU posting. First article is general welcome and project overview. Follow-up articles will have substantive content and personality profiles of leaders involved in SkyVU project.

SkyVU Website Updates

https://www.vanderbilt.edu/skyvu/

New areas of website dedicated to training and resources

Resources for Change Network added

Blog Post #2: Q&A with SkyVU Director Nicole Oeser

Blog Post #3: Change Network
SkyVU Website: Change Network
Communicating with the SkyVU Team

The SkyVU Team
- skyvu@vanderbilt.edu

Nicole Oeser – Program Director
- nicole.oeser@vanderbilt.edu
SkyVU Awareness Poster

Print

- Three copies today to each Change Champion

Electronic

- via Email
- Available on website under “Resources” → Change Network
Identify Change Agents with our Change Champions & Business Partners

Coming Next Roundtable: Change Agents
Campus Coordination

Change Champions
- wide influence
- enable change
- actively engaged

Change Agents
- local influence
- advocate change
- direct feedback
Meet the Experts:
The Chart of Accounts

Matthew McGlasson & Amanda Roberts
Doing Business *Better*: Chart of Accounts

- Our COA will move from the rigid two (2) number “linear approach” to a more flexible “matrix” approach.
  - Less maintenance
  - More Flexible
  - Increased Simplicity
  - Scalable
  - More reporting capability
Future Chart of Accounts will have nine (9) distinct segments

- Entity
- Net Asset Class
- Financial Unit
- Account
- Mandatory
- Program
- Activity
- Optional
- InterEntity
- Future 1
- Future 2
- System-generated
Future Chart of Accounts will have nine (9) distinct segments

- **Entity**: Indicates the unit that owns assets, liabilities and net assets

  - **Net Asset Class**
  - **Financial Unit**
  - **Account**
  - **Program**
  - **Activity**
  - **InterEntity**
  - **Future 1**
  - **Future 2**

  - **Mandatory**:
    - School of Medicine
    - Peabody College
    - Human Resources

  - **Optional**:
    - Athletics & Recreation
## Future Chart of Accounts

The Future Chart of Accounts will have nine (9) distinct segments:

<table>
<thead>
<tr>
<th>Entity</th>
<th>Net Asset Class</th>
<th>Financial Unit</th>
<th>Account</th>
<th>Program</th>
<th>Activity</th>
<th>InterEntity</th>
<th>Future 1</th>
<th>Future 2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Indicates: (a) level of restriction for the related net assets (i.e., unrestricted, temporarily restricted or permanently restricted); and (b) use of the funds</td>
<td>General Unrestricted</td>
<td>Sponsored Contracts &amp; Grants</td>
<td>Temporarily Restricted Non-Capital Contributions</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Future Chart of Accounts will have nine (9) distinct segments

- Entity
- Net Asset Class
- Mandatory: Financial Unit
  - Organizational area whose activities generate revenues and/or incur expenses
- Account
- Program
- Activity
- Optional: InterEntity
- System-generated: Future 1
- System-generated: Future 2

- Health Sciences Education
- Peabody: Business Affairs
- Payroll
- Football
Future Chart of Accounts will have nine (9) distinct segments

<table>
<thead>
<tr>
<th>Entity</th>
<th>Net Asset Class</th>
<th>Financial Unit</th>
<th>Account</th>
<th>Program</th>
<th>Activity</th>
<th>InterEntity</th>
<th>Future 1</th>
<th>Future 2</th>
</tr>
</thead>
</table>

- **Mandatory**
  - Account: Type of assets, liabilities, net assets (i.e., equity), revenues, and/or expenses

- **Optional**
  - Federal Government Awards
  - Salaries Expense
  - Supplies Expense
  - Repairs and Maintenance Expenses

- **System-generated**
  - Future 1
Future Chart of Accounts will have nine (9) distinct segments

- **Entity**
- **Net Asset Class**
- **Financial Unit**
- **Account**
- **Program**
- **Activity**
- **InterEntity**
- **Future 1**
- **Future 2**

Areas can use this field to report upon a set of related activities that achieve an ongoing purpose or promote a specific objective.
Future Chart of Accounts will have nine (9) distinct segments
Future Chart of Accounts will have nine (9) distinct segments

- Entity
- Net Asset Class
- Financial Unit
- Account
- Program
- Activity
- InterEntity
- Future 1
- Future 2

Assigned automatically by system whenever a transaction occurs between two or more “Entity” segment values.

Assigned by the system when a transaction occurs between two or more Entities.
Future Chart of Accounts will have nine (9) distinct segments

- Entity
- Net Asset Class
- Financial Unit
- Account
- Program
- Activity
- InterEntity
- System-generated
  - Future 1: Reserved for future use
  - Future 2: Reserved for future use

Currently reserved for future use. System automatically sets as zero.
<table>
<thead>
<tr>
<th>Segment</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entity</td>
<td>Indicates the unit that owns assets, liabilities and net assets</td>
</tr>
<tr>
<td>Net Asset Class</td>
<td>Indicates: (a) level of restriction for the related net assets (i.e., unrestricted, temporarily restricted or permanently restricted); and (b) use of the funds</td>
</tr>
<tr>
<td>Financial Unit</td>
<td>Organizational area whose activities generate revenues and/or incur expenses</td>
</tr>
<tr>
<td>Account</td>
<td>Type of assets, liabilities, net assets (i.e., equity), revenues, and/or expenses</td>
</tr>
<tr>
<td>Program</td>
<td>Areas can use this field to report upon a set of related activities that achieve an ongoing purpose or promote a specific objective</td>
</tr>
<tr>
<td>Activity</td>
<td>Areas can use this field to report upon a specific action or event related to one or more departments and/or programs</td>
</tr>
<tr>
<td>InterEntity</td>
<td>Assigned by the system when a transaction occurs between two or more Entities</td>
</tr>
<tr>
<td>Future 1</td>
<td>Reserved for future use</td>
</tr>
<tr>
<td>Future 2</td>
<td>Reserved for future use</td>
</tr>
</tbody>
</table>
The Account Number for:

“travel for a speaker to present at a conference by Mental Health Initiative Program as part of its Fall Colloquium Series”

<table>
<thead>
<tr>
<th>Entity</th>
<th>201 – Academic Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Asset Class</td>
<td>10 – General Unrestricted</td>
</tr>
<tr>
<td>Financial Unit</td>
<td>05021 – Residential Colleges</td>
</tr>
<tr>
<td>Account</td>
<td>6305 – Travel Expense</td>
</tr>
<tr>
<td>Program</td>
<td>001 – Program 1 (Mental Health Initiative)</td>
</tr>
<tr>
<td>Activity</td>
<td>101 – Activity 101 (Fall Colloquium Series)</td>
</tr>
<tr>
<td>InterEntity</td>
<td>000 – Default</td>
</tr>
<tr>
<td>Future 1</td>
<td>0 – Default</td>
</tr>
<tr>
<td>Future 2</td>
<td>0 – Default</td>
</tr>
</tbody>
</table>
Aligning the Finance, HCM, and Student Structures

With respect to Undergraduates

Finance
- Entity
- Net Asset Class
- Financial Unit
- Account

HCM
- Enterprise: Vanderbilt University
- Division: Provost/Academic Affairs
- Business Unit: College of Arts & Science
- Work Unit: Chemistry (currently 120430)

Student
- University: Vanderbilt
- College: Arts & Science
- Department (Academic Program): Chemistry
- Course: Chemistry 101 – Intro to Chem
- Class: Section 01
Subledgers reduce detail in General Ledger

- General Ledger
- Project Portfolio Management
- Assets
- Procurement
- Payables
- Cash Management
- Receivables
- Expenses

Updated manually or in batch overnight
# Projects Portfolio Management

Five (5) Types of Projects Comprise PPM

<table>
<thead>
<tr>
<th>Grants</th>
<th>Gifts and Endowments</th>
<th>Faculty Funds</th>
<th>Capital Projects</th>
<th>Cores</th>
</tr>
</thead>
<tbody>
<tr>
<td>Post-Award Grants Financial Management</td>
<td>Temporary restricted gifts will be tracked and managed as projects with summary information stored in the GL</td>
<td>Each faculty member will have one project funded by the financial unit’s discretionary funds</td>
<td>Capital projects include Campus and Construction Planning, VU Real Estate, Plant Operations, and other departmental capital projects</td>
<td>Each Core service center will have one project to track its financial operations.</td>
</tr>
</tbody>
</table>
Sneak Peek at COA Training Video

The SkyVU team is committed to delivering training that will prepare you to use Vanderbilt University's new systems and business processes. Stay tuned for training announcements in the coming months.
Questions
Change Network Report-Outs
Change Champion Report-Outs

What are you hearing?

What meetings in your areas can we attend to offer resources and answer questions?

Open dialogue & outstanding questions
## Next Steps

<table>
<thead>
<tr>
<th>Roadshows</th>
<th>Survey</th>
<th>Flyers</th>
</tr>
</thead>
</table>
| • If you have any additional meetings, let us know | • SkyVU Engagement Survey closes 8/31  
• Chance to win $50 gift card!          | • 3 hard copies today  
• Electronic copy  
• “Resources” tab of website           |
Questions

Next Change Network Roundtable

Thursday, Sept. 29, 2016  3:00-4:00 pm
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Upcoming SkyVU Roadshows

• Divinity School Staff: 8/29
• Owen Graduate School of Management Senior Staff: 9/6
• Provost Team Meeting: 9/7
• VUIT Infrastructure Leaders Meeting: 9/7
• VUSN Executive Committee: 9/12
• Law School Senior Leadership: 9/12
• University Staff Council: 9/13
• VUIT TMO PM Meeting: 9/15
• University Enrollment Affairs: 9/16